



SAPD-SAPPD

Joint Internship Partnership Application



(Please fill out completely or the application will not be processed)

Participation in this internship program does not guarantee acceptance into any other programs of the San Antonio Police Department VIP program.

Step 1: Application

Complete application (Release of Personal Information Form must be notarized) and return to:

**Volunteers In Policing
San Antonio Police Department
P.O. Box 839948
San Antonio, TX 78283**

Step 2: Application Review

Your application will be reviewed by the VIP staff. All areas must be completed or have a N/A placed for Not Applicable Information in order to be processed.

Step 3: Character Reference

Four (4) reference forms will be mailed to the individuals you have provided on the application. Failure to provide complete address information will result in the application being denied.

Character references must be returned within thirty (30) days from the date of mailing by VIP staff. Contact the VIP office at 207-3319 to check on the status approximately 2 1/2 weeks after you submit your application.

Step 4: Interview and Fingerprint

Upon receipt of three completed and positive character reference forms, applicant will be contacted by VIP staff to establish a time for an interview with the coordinator and Park Police Academy staff and fingerprinting in the Identification and Latent Print Unit.

Step 5: Acceptance or Non-Acceptance

All applicants will be notified by mail of their acceptance or non acceptance to the program.

Please note under "Terms and Signature" section of the application, an applicant will release the San Antonio Police Department, San Antonio Park Police Division and City of San Antonio from providing a reason for denial to the program.

Upon acceptance you will be required to attend an eight (8) hour Orientation Session to include Sexual Harassment and Cultural Dynamics Training.



**SAPD—SAPPD JOINT INTERNSHIP PARTNERSHIP
PARK POLICE INTERNSHIP APPLICATION**



Please fill out completely or the application will not be processed. If any section does not apply to you, please indicate by writing “N/A”. The San Antonio Park Police Division appreciates your interest in completing your internship with our organization.

PERSONAL INFORMATION:

Last Name	First Name	Age	Social Security #	Date of Birth
Home address:	City		Zip	Place of Birth
Home Phone:	Business Phone:		Other names used:	
Previous Address(s) Last Five Years				

CRIMINAL HISTORY AND DRIVING RECORD:

Texas Drivers License Number	Has your license ever been suspended or revoked: Yes No
Have you ever been convicted of a crime? Yes No If yes, please explain:	
Traffic citations and accidents for the past two years:	

REFERENCES

References: **NO NOT USE FAMILY MEMBERS AS REFERENCES.** List four (4) individuals you have known for at least 5 years. **(Please list name, complete address with zip code, and telephone number)**

Name	Address	Zip Code
1.		
2.		
3.		
4.		

EDUCATION BACKGROUND AND MILITARY EXPERIENCE

Please check highest level of education completed:			
Some High School	High School Diploma	Some College Study	
College Degree	Some Graduate Study	Graduate Degree	
High School Attended:		College Attended:	
Military Service Branch:	Rank:	Time Served:	Date Discharged:

EMPLOYMENT HISTORY: (Please fill out completely) If you are retired please note "Not Applicable"			
Current Employer:		Occupation:	From Date: To Date:
Business Address: (Including city state, and zip code)		Phone Number:	
Employment for past five years (Please include firm name, address, supervisor, dates):			
1.			
2.			
3.			
4.			
Tell us a little about you...			
What are your hobbies and interests?			
Have you interned for a law enforcement agency before? If so, what did you do, where and when?			
Do you prefer an office setting or a more active role?			
Please briefly state why you wish to intern with the San Antonio Park Police Division. (Use other sheet if necessary) <i>This question must be answered.</i>			

EMERGENCY INFORMATION:

In case of emergency, please notify:

Name:

Address

Relationship:

Day Phone and Night Phone

D:

N:

TERMS AND SIGNATURE

As a candidate for internship in the Joint Internship Partnership Program sponsored by the San Antonio Police Department and San Antonio Park Police Division, I am willing to furnish information for use in determining my qualifications.

I understand that for security reasons a basic clearance check/background will be conducted and I will be fingerprinted. Further background information will be requested only if a specific volunteer assignment calls for a full security check.

I understand that falsifying statements on this application or during the interview process is cause for my immediate dismissal from the Joint Internship Partnership Program.

I understand that the San Antonio Police Department and San Antonio Park Police Division will not disclose any of my information to any outside entity without my written consent.

I understand that the San Antonio Police Department and San Antonio Park Police Division will not have to disclose the reason, if any, for not being selected to the program.

In signing, I do hereby certify that all information contained in this application is correct and accurate to the best of my knowledge. I further authorize the San Antonio Police Department to verify criminal history and driving records as part of the background process. If accepted to perform an internship assignment for the San Antonio Park Police Division, I understand I may be privy to confidential information and promise to respect and maintain that confidentiality whenever presented with it.

Signature:

Date:

AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I respectfully request and authorize you to furnish the San Antonio Police Department and the San Antonio Park Police Division any and all information that you may have concerning me, or my reputation. This includes, but is not limited to, the following information:

**Employment Record (attendance, performance, etc.)
Polygraph Examination Results
Criminal Records and Reports
Education Records
Military Records (disciplinary action)
Information of a confidential nature or information considered as
Privileged and photostats of same, if requested.**

I hereby direct you to release such information upon request of bearer.

This information is to be used to assist the San Antonio Police Department in determining my acceptance as a "San Antonio Park Police Intern".

I hereby release you, your organization or anyone furnishing such information from any and all liability for damages of whatever kind or nature which may at any time result in harm to me from furnishing the information requested above on account of compliance or attempts to comply with this authorization.

A photocopy reproduction of this request shall be for all intents and purposes as valid as the original. This form may be retained in you're your files.

Printed Name

Signature of Applicant

Alias/Maiden Name

Date

**Address
Code**

City, State

Zip

**Date of Birth
and State**

Social Security Number

Race Sex

DL's

**SUBSCRIBED AND SWORN TO BE ME on this the _____ day of _____ ,
20__.**

(seal)

Notary Public

My Commission Expires:_____



San Antonio Park Police Park Police Internship Partnership

AGREEMENT INCLUDING RELEASE AND INDEMNIFICATION

WHEREAS, the City of San Antonio (hereinafter referred to as "CITY") consents and agrees to permit _____ (hereinafter referred to as "INTERN"), to participate in the San Antonio Park Police Division's Internship Partnership subject to the adherence of the INTERN to any provisions set out in the rules and regulations of the San Antonio Park Police Division.

NOW, THEREFORE, for and in consideration of the premises and the mutual promises, covenants and agreements set forth in this agreement, the CITY and INTERN agree that the CITY, its agents or employees, shall not be liable or responsible for, and shall be SAVED, HELD HARMLESS, RELEASED and INDEMNIFIED by INTERN from and against any and all suits, actions, losses, damages, claims, or liability of any character, type or description, including, but not limited to all expense of litigation, court costs, and attorney fees for injury or death to any person, or damage to any property received or sustained by any person or persons or property arising out of or occasioned by , directly or indirectly, the participation of INTERN in the San Antonio Park Police Division's Internship Partnership including claims and damages arising in whole or in part from the negligence of the CITY, it's agents or employees.

IT IS THE EXPRESS INTENT OF THE PARTIES TO THIS AGREEMENT THAT THE INDEMNITY PROVIDED FOR IN THIS AGGREEMENT IS AN INDEMNITY EXTENDED BY INTERN TO INDEMNIFY AND PROTECT THE CITY FROM ANY AND ALL CLAIMS OR ACTIONS, AS SET FORTH ABOVE, OF ANY KIND, ARISING DIRECTLY OR INDIRECTLY FROM THE PARTICIPATION OF INTERN IN THE PROGRAM, REGARDLESS OF WHETHER SUCH CLAIMS OR ACTIONS ARE FOUNDED IN WHOLE OR IN PART UPON ALLEGED NEGLIGENCE OF CITY, IT'S REPRESENTATIVES, AGENTS OR EMPLOYEES.

It is further understood and agreed that the INTERN will participate solely as an individual on a voluntary basis and not as an employee, contractor or agent of the CITY or it's agents or employees. In making this agreement, INTERN relies wholly upon his/her judgment, belief and knowledge and has not been influenced to any extent whatsoever by any representative or statement not contained in this Agreement.

Intern Signature

Date

Address	City	State	Zip Code
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Telephone Number	Emergency Number
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Signature of Parent or Guardian if Intern is a Minor
